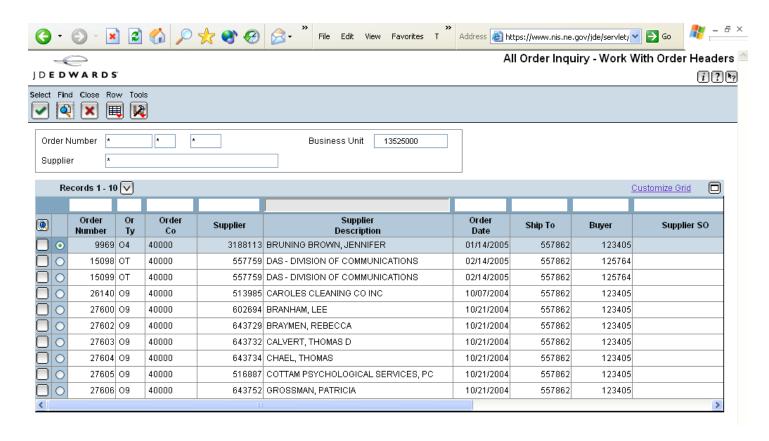
Purchase Order Inquiry

Navigation

Accounts Payable > Payables > Inquiries & Reports > Purchasing Inquiries > All Order Inquiry

Process

- 1) Enter BU number in Business Unit field
- 2) Click Find.



3) Flag any row, then click Row, Open Order Inquiry. This will take you to the Work with Order Details screen.

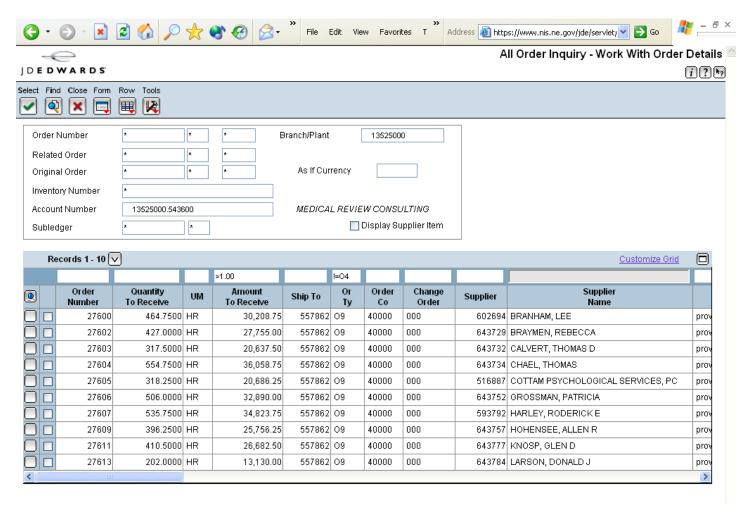
On the Work with Order Details screen:

- 4) Enter "*" in the Order Number and Order Type fields,
- 5) Enter the Account number in Account Number field,
- 6) Enter >1.00 on the QBE line in the Amount to Receive column,
- 7) Enter != **Q4** on the QBE line in the *Or Ty* column,
- 8) Click Find.

Result

The first 10 lines of the data will appear.

Note: Commitments will be primarily Order Types OG, OP, O6, and O9.



Click on the *Records 1-xx* down arrow(s) to get to the bottom of the grid to see all data.

Note: Use various row exits to see additional information for the Purchase Orders.